

CARFAC Alberta
2019 Annual General Meeting MINUTES

Location: **Edmonton location: CARFAC Alberta Project Space (10215 112 Street, third floor, Edmonton) and by conference call from locations in Alberta: phone: 1.866.219.8638 enter access code 8529447**

Date: TUESDAY October 8th at 6:30pm
Register: between 5:30pm – 6:25pm on the telephone line or in-person in Edmonton
Time: 6:30pm – 7:45pm
Chair: Candace Makowichuk (president)

The AGM is open to all. Only CARFAC Alberta members in good standing can vote at the AGM.

1. Quorum Assessment & Call to Order & Voting Instructions
with current and continuing Board Members: Candace Makowichuk, Helene Giguere, Richard Honkanen, Agnieszka Matejko, Danielle Siemens, Sydney Lancaster and Dana McLean
and with 13 other members of CARFAC Alberta.

2. Welcome and Introduction of 2018 / 2019 Board

3. Motion to approve Agenda

MOTION: Helene Giguere Seconded by Agnieszka Matejko All in Favour

4. Motion to approve AGM Minutes from September 29th, 2018

MOTION: Sydney Lancaster Seconded by Helene Giguere All in Favour

5. REPORTS

a. President's Report (Candace Makowichuk)

A huge thank you to all the board and staff involved with CARFAC Alberta over the past year! Without the commitment, dedication and involvement we could not have accomplished what we have done!

Also, a huge welcome to past and new board members. The planning session was excellent, productive and open and I am excited to work with all of you on another term.

A few highlights from the past year:

My term started just after the situation with the Artist Run Centres in Calgary and Arts Commons happened regarding an exhibition being removed. We responded as quickly as we could being a new board and met with representatives from the Calgary Artist Run Centres that were involved. A further meeting took place with representatives at Arts Commons. At both meetings we offered assistance, support and solutions to ensure this does not happen again in the future. Arts Commons would like to meet with CARFAC again in late fall/early winter 2019/2020.

CARFAC Alberta has been very active in the Status of the Artist discussions and will continue advocating for the artist.

Rebranded to CARFAC Alberta only. Visual Arts Alberta Association will remain as the legal name, but public is CARFAC Alberta.

Designed and printed new brochures.

Formulated a better strategy as to how to use the Executive Committee more effectively and efficiently. The Executive Committee will function as the Advocacy Committee; will deal with immediate issues; does not make motions – motions are made at a board level. Any motions required will be brought from the Executive Committee to the full Board. The Executive will also plan and hash things out and prepare for presenting for discussion with the board.

We had very active committees this year that did excellent work in the area of policies in the areas of financial and human resources.

Our largest endeavor, headed by Patrick Close, was the Best Practices documents. These documents will be a lasting legacy and important for establishing who we are and what we do for the artist in Alberta.

The information, ideas, strategies and input from the planning session in Red Deer will be thoroughly reviewed in the next short while and will be brought to both the Executive and Board for decisions on how to implement and move them forward.

Again, it has been a true pleasure working with each of you and I look forward to a tremendous year of continued growth in the areas of best practices ensuring that CARFAC Alberta will remain an active presence in our province.

All the best,

Candace Makowichuk
President
CARFAC Alberta

- b. Treasurer's Report (Richard Honkanen) report & financial statement

**MOTION to approve Financial Report as presented: Helene Giguere
Seconded: Danielle Siemens All in Favour**

- c. CARFAC Report (Sydney Lancaster)

It's been a busy year at CARFAC National, and it's looking like 2020 will be equally so! At the CARFAC National Conference & AGM, we received updates on the following:

1. CARFAC National continues its work on IMPRIMO, the blockchain-based attribution ledger project undertaken with Access Copyright RAAV (our sister organizations in Quebec). It looks like they are on track to have the first phase of the project completed by the end of 2019. There will be webinars about IMPRIMO coming soon. Once Phase 1 launches, participation will be limited to CARFAC and RAAV members. A sidenote: Paddy Lamb, CARFAC Alberta member, former CARFAC Alberta Rep came up with the name for this platform!

2. The Copyright Royalty Fee Schedule has been approved for the next 4 years (2020-2023), and will be posted on the website shortly. This revised fee schedule is more streamlined, and takes not account feedback from consultations with Media and Performance artists.

NOTE: NEW WEB LINK FOR THE FEE SCHEDULE:

<https://carfac-raav.ca>

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** PLEASE circulate to your contacts, as many people have bookmarked the old URL, and it will not be active.

3. Work on lobbying for the Resale Right continues; Renuka Bauri (Advocacy & Communications for CARFAC National) was able to secure a meeting with Federal officials on the matter. The outcome of that meeting was the recommendation for a round table organized with stakeholders to discuss the recommendations coming out of the Canadian Heritage and Industry review of Copyright Law. There will likely be a new Cabinet by November, so nothing will really happen until the New Year. It was REALLY unfortunate that the Copyright Review and consultations were so late last year - the timing so close to a new election meant that there wasn't enough time to act on the recommendations before the election call!

BUT - there may be very good news in the works: WIPO (the World Intellectual Property Organization) is thinking of making the ARR MANDATORY for all Bern Convention members (*this includes CANADA). CARFAC National's Past-President Ingrid Piercey & RAAV ED are travelling to Geneva to attend WIPO meetings in November, so we will hear back on this soon. We can get an updated presentation on ARR from April - if there's interest

4. Renuka Bauri has done Respectful Workplaces training, and will be presenting workshops in various locations (including Edmonton) Date TBC

5. Indigenous IP Toolkit Project - First phase of the project has been completed; consensus amongst Indigenous stakeholders was that it was appropriate that CARFAC be involved in working on this with them A committee was struck of Indigenous and Metis leaders, and a research & literature review was done. There will be more consultations across the country, to develop consensus further - one of the key issues here is that there are differences between Indigenous Peoples regarding 'ownership' of designs & other IP (clan, family, inheritance, earned right) - ALSO the connection between visual/craft culture and other IP - songs, stories, medicine, dances, etc.

5. Next AGM & Conference - St. John's NL (!) - this will be held in JUNE 2020 (dates TBC soon) The 2020 AGM aims to will be coordinated with arts organization in NL-Labrador, including the NL Craft Federation AGM; wanting also to coordinate with the MFA Program at Grenfell Campus of Memorial University to ensure the students can come.

6. As you may have seen in the weekly newsletter, Paddy Lamb has returned to the Board of CARFAC National as the new President - he also continues for one more year as Co-Chair of Copyright Visual Arts (COVA) ... so Alberta is making a real impact on the National scene.

7. There was a panel presentation on Alternative Labour Models for artists, which featured representatives from Artist Union England, WAGE (Working Artists in the Greater Economy) from the US, smART EU cooperative for Freelancers, and the Vancouver Artists Labour Union Cooperative. This was a fascinating look at various models of organization for artists – each was different, but all had at their core the recognition that artists need to organize & support one another to secure fair pay and to improve working conditions.

7. COVA's Coordinator Erin Gurski has just begun a new role as Copyright Specialist in Residence with the educational platform copyrightlaws.com. She will be contributing her expertise to the training of a new cohort of students in Canadian Copyright Law, and learning from other experts in the field.

Sydney Lancaster

- d. Best Practices Report (Patrick Close + Chris W. Carson)

The Best Practices / Industry Standards committee met over the last year to produce seven documents in draft form for use in the visual , craft and media arts sectors in Alberta. The committee also produced draft action plans for future BP development in the province. The Alberta documents took their inspiration from those originated by NAVA in Australia and from CARFAC Saskatchewan’s Best Practice / Industry Standards.

The committee wishes to thank CARFAC Alberta for providing the resources to undertake this work and CARFAC Saskatchewan for permission to utilize their documents as starting drafts.

Following completion of their work, the committee presented the drafts to CARFAC Alberta for dissemination, review and input from the broader community.

NOTE: the Alberta Best Practices Project is currently in the community consultation stage. There will be Community Engagement Sessions taking place in both Calgary on October 26th at Contemporary Calgary and in Edmonton on November 2nd at the Art Gallery of Alberta. The Best Practices Advisory Committee will be listening to comments and concerns about these draft Best Practices documents and will have final versions of seven Best Practice documents for craft, media and visual artists ready for distribution at the end of February 2020.

e. Membership + Human Resources Report (Danielle Siemens)

Membership Report

This year the membership committee saw the departure of a few members and the addition of myself and Director Mark Vazquez-Mackay. We have focused on orienting ourselves with the hard work of our predecessors, including a close review of the membership survey that was conducted in 2018. Throughout this year CARFAC Alberta has responded to several of the suggestions regarding programs and events, particularly through its robust PD offerings and the continuing expansion of these in Calgary and throughout Alberta. The membership committee will continue to make recommendations to Chris Carson regarding the content of programs. There were also several recommendations concerning membership benefits, which we are actively taking into consideration.

The priority this year has been the distribution of our new CARFAC Alberta brochure made by the Communications Committee. Mark and I worked on revising Sharon’s list of Alberta arts organizations to ensure it is up to date and includes all places that we might potentially want to have a presence. Staff, Directors and members have been distributing the brochures throughout the province. These have primarily been distributed in Edmonton (and surrounding area) and Calgary but also to elsewhere in the province including Grande Prairie, Medicine Hat, Red Deer and Fort McMurray. We plan to continue to contact places outside of the major centres to see if they’d like us to mail them some brochures. Sharon has also included these with her membership renewal packages.

Sharon has been busy contacting members for renewals as well as reaching out to lapsed members and select non-members—primarily artists who have a public presence through their teaching—inviting them to become members and explaining what CARFAC Alberta does and why membership is beneficial to them and the greater artist community. She has been successful in recruiting some new members this way.

There are also plans for at least two engagement sessions in fall 2019. We are looking to make these more interdisciplinary by collaborating with other local groups such as the writer’s guild or performing arts groups. Sharon led a successful engagement session at the City Arts Centre and is hoping to have another one there, as it is a central location and there are several artists there at any one time taking classes.

There has also been much discussion in Board meetings about ensuring that CARFAC Alberta has a physical presence at the public events of other arts organizations and schools. We are currently brainstorming events which we might attend such as art fairs, AGMs, etc. This, however, will also require volunteer time.

This committee currently consists of CARFAC Alberta employee Sharon Moore Foster, Director Mark Vazquez-McKay, and myself. We welcome any members interested in joining this committee!

Danielle Siemens, Director

HR Committee Report

This year we made several changes to the CARFAC Alberta Policy Manual. These were intended to reflect the organization's name change, to bring us up to date with changes to Alberta employee standards that took effect on January 1, 2018, and to make some other necessary edits and additions to the manual.

Employment standards legislation changes primarily affected general (statutory) holiday pay, overtime pay, and job-protected leaves.

Director H  l  ne Gigu  re suggested several improvements to financial sections of the manual including: an increase to the threshold for capital expenditures; an additional designated reserve equal to 3 months of operations; the introduction of a CARFAC Alberta credit card (to be paid off monthly); updated regulations about travel expenditures, including increased per diem rates; and a statement regarding CARFAC Alberta's policy on annual Cost of Living Adjustments.

Finally, we added a policy statement on Respect in the Workplace. Director Sydney Lancaster did the work of drafting this section and it was reviewed and edited by Chris and myself. This section defines various forms of workplace discrimination and outlines a clear process for employees and volunteers (including Board and Committee members) to follow when dealing with harassment.

Overall, the policy was re-organized and formatted for clarity. I added a table of contents and a section on employee classifications and removed extraneous information to appendices at the end.

In the upcoming months, Chris and I plan to more closely review the bereavement policy and possibly suggest some changes to the Board.

The updated Policy Manual was approved by the Board of Directors on April 17, 2019. It is available to CARFAC Alberta members upon request.

Danielle Siemens, Director

f. Executive Director's Report (Chris W. Carson)

In the past nine years (I became Executive Director in August 2010), CARFAC Alberta has become more professional in both our programming and behind the scenes, in the administration of a non-profit organization. And last year, we became CARFAC Alberta at our 2018 AGM

By working together we are building a healthy art organization, an organization with a vision for the future. An organization like ours cannot function without good people that step up to fill volunteer positions. We value the contribution made by all the volunteers that have worked for us in the past, those that continue to volunteer their time for us and those that will be working for CARFAC Alberta in the future. Without dedicated volunteers and a loyal staff (Sharon Moore Foster, Danyon Reeves, Graeme Dearden and Dick Averns) we would not have been able to become an organization that is needed and valued.

A major change in the staffing of CARFAC Alberta occurred when Graeme Dearden moved from Calgary to Edmonton in the summer of 2018. As Graeme was our Communications Coordinator based in Calgary, he was responsible for both handling social media and being our paid representative in Calgary. Living in Edmonton, Graeme Dearden is now in charge of our social media. We hired Dick Averns in Calgary as our Engagement Coordinator in October 2018. With a job that entails just engagement, Dick Averns is out in Calgary communities working for CARFAC Alberta. We are now 5 employees that share 2 full time positions.

In terms of financial security, the last year and our current year are proving to be challenging. The election of a UCP government in May 2019, could mean a reduction to our current year's AFA funding and that of our third year 2020 -21. As we are doing more programming in Calgary, we have applied for operational funding from Calgary Arts Development this September, we should hear within the next couple of months if this application was successful. In addition, CARFAC Alberta has applied for a \$30,000 project grant earlier this month through the EAC. We have started to plan a few fundraisers in the event that our Alberta government funding delivered through the AFA is cut. In addition, we have started to develop a PD on demand program where municipalities, educational institutions pay us for delivering services. In the past year and current year, we have worked for the Edmonton Arts Council. The City of Airdrie, Sagebrush Art Society and, AUArts.

When I look back at the past year and the accomplishments of CARFAC Alberta, I will name five accomplishments that come to mind. The first is our successful rebranding as CARFAC Alberta with a new logo and name that gives stakeholders a clearer idea of who we are and what we stand for.

The second accomplishment is our increased presence in Calgary. With the hiring of Dick Averns, we developed a plan to engage the different communities of Calgary in their own communities. Our community engagement in Calgary has been and is noticed (I think we have a fair to good chance of achieving operational funding from Calgary Arts Development).

The third achievement of note is the increasing professionalism of our webinars. Twice a year we are presenting four webinars. Our current offerings partnering with the Alberta Craft Council and the Art Gallery of Alberta begin tomorrow night with a webinar on Maker Markets and Pop-Ups with Kari Woo and Kim Fjordbotten presenting.

Our advocacy work on Status of the Artist may be bearing results. Provincial Status of the Artist legislation was an on the election platform of the UCP that came to power in May 2019. A meeting, we had with the Culture Critic Ron Orr of the Wildrose Party, has been instrumental in getting Status to be considered for possible legislation.

The most important accomplishment in the past year and this year is the Alberta Best Practice Initiative. Currently in the Community Engagement phase, Best Practices will be a game changer for Alberta craft, media and visual artists.

In summary, we have had a great year. As an organization, we advocate for visual artists through our alliances with other organizations. We are working with APAC (Alberta Partnership of Art & Culture), a coalition of Provincial Arts Service Organizations and Cultural Services Associations in Alberta, to provide input and advice on the sector to the government. We are members of the Edmonton Arts Council, the Canadian Arts Coalition and the Allied Arts Council of Lethbridge. We partner with the Edmonton Community Foundation and the Edmonton Arts Council to award the Eldon and Anne Foote Edmonton Visual Arts Prize, to recognize the talents of a greater Edmonton visual artist every year. In May 2019, the \$10,000 prize was awarded to aAron Munson for an exhibition at DC3 Art Projects in Edmonton.

As always, we invite your active membership and participation in our programs, and in the future of CARFAC Alberta. If you are a current member – thank you for your support! If you know of other artists who should be members, tell them about us and what we do – do your part and convince them to join. The greater our Alberta based membership is the stronger a provincial and national voice we have. As an ending comment, I congratulate Paddy Lamb for taking on the position of President of CARFAC National in September 2019 (before Paddy, the last Albertan who was president of CARFAC National was Sylvain Voyer in the early 1970's).

6. Motion to accept all reports as presented.

MOTION: Margaret Witschl Seconded: Jennifer Rae Forsyth All in Favour

7. 2019 / 2020 CARFAC Alberta Board Slate of Nominees (by acclamation)

- Donna Barrett: 2 year term
- Jennifer Rae Forsyth: 2 year term
- Mark Vazquez Mackay: 2 year term
- Ann Mansolino: 2 year term

8. Introduction of New Board (Board Members with one year remaining: Helene Giguere, Richard Honkanen, Sydney Lancaster, Candace Makowichuk, Agnieszka Matejko, Dana McLean, Troy Patenaude and Danielle Siemens) + Thank you to retiring Board Members Patrick Close and Charles Cousins for completing 2 years on the board and to Natalie Lauchlan for completing just over 1 year on the board).

9. Adjournment

Motioned by Agnieszka Matejko at 7:49pm

For those attending in EDMONTON: copies of the financial review will be available as a powerpoint presentation and to be picked up as a hard copy.

For those that are attending by CONFERENCE CALL: please RSVP to chris@visualartsalberta.com on or before FRIDAY October 4th at 4pm and we will send you all the reports and financial statement by email.